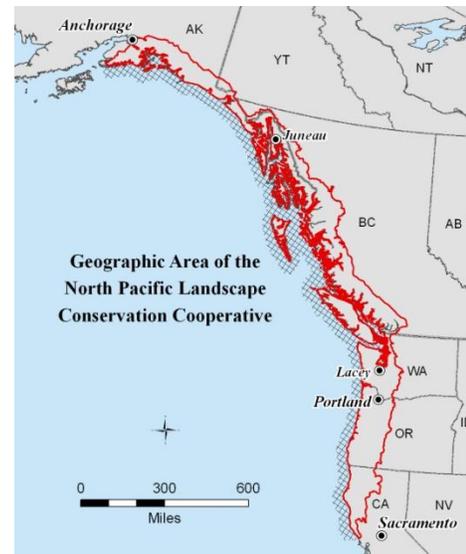


North Pacific Landscape Conservation Cooperative



NPLCC Charter

Adopted 12/14/2011

Background

To advance common concerns in natural resource science planning and coordination, particularly in the face of changing climatic and environmental conditions, in 2009 the Secretary of the Interior called for the creation of Landscape Conservation Cooperatives (LCCs) throughout North America. LCCs are public-private partnerships that recognize these challenges transcend political and jurisdictional boundaries and require a more networked approach to conservation – holistic, collaborative, adaptive and grounded in science to ensure the sustainability of our land, water, wildlife and cultural resources (hereafter referred to as “natural and cultural resources”). Partners in LCCs include United States federal agencies and states, Canadian federal and provincial governments, Mexico, tribal and first nation entities, local governments, nongovernmental organizations dedicated to natural resource conservation, universities, and others. The North Pacific Landscape Conservation Cooperative (NPLCC) extends from the Kenai Peninsula in south-central Alaska to Bodega Bay in northern California (including British Columbia). It includes landscapes within the Kenai, Chugach, St. Elias, and Coast Mountains of Alaska and Canada; and portions of the Cascade, Klamath, and Coast Mountains in Washington, Oregon, and California and into adjacent coastal zones.

This NPLCC Charter defines the mission, goals, guiding principles, clarifies the governance of the LCC and outlines its operating procedures.

Mission Statement

The North Pacific Landscape Conservation Cooperative promotes development, coordination and dissemination of science to inform landscape level conservation and sustainable resource management in the face of a changing climate and related stressors.

NPLCC Goals

1. Maximize the ability of partners to make informed decisions with respect to conservation and sustainable resource management of priority natural and cultural resources subject to climate change and related large-scale stressors in the NPLCC region. *(Conservation and restoration)*
2. Identify and address trans-boundary landscape-level natural and cultural resource information needs that the LCC is uniquely qualified to address -- including the identification of opportunities for (and barriers to) landscape-level conservation/sustainable resource management. *(Unique role of LCC)*
3. Identify priorities for applied science and other information for conservation/sustainable resource management. Coordinate efforts with the relevant Climate Science Centers and other research entities to help inform research priorities. *(Information priorities)*
4. Promote identification, use, and sharing of science, traditional knowledge and other relevant information to support conservation/sustainable resource management, and adaptive management decisions. *(Use of information)*
5. Maximize the availability and accessibility of data and information about large-scale stressors and their impacts on natural and cultural resources, and about conservation/sustainable resource management approaches and effectiveness. *(Availability of information)*
6. Promote coordination and efficiency of efforts among resource managers and science entities that are addressing science, traditional knowledge and other relevant information to achieve landscape level conservation/sustainable resource management. *(Coordination)*
7. Promote awareness and understanding of NPLCC and its products for landscape-level conservation and the effects of climate change on ecosystems, resources, cultures, and economies. *(Outreach)*

Guiding Principles

1. Consider and respect each participating organization's unique mandates, jurisdiction, rights, traditions and interests.
2. Be transparent in operations and ensure equal access, open communication, and transparent decision-making within the NPLCC.
3. Members of the Steering Committee and any subcommittees commit to participate actively in NPLCC activities, and to work towards advancing the goals of the NPLCC.
4. Work with neighboring LCCs and Climate Science Centers and the LCC network to coordinate efforts where appropriate.

NPLCC Composition, Operations, and Staffing

The NPLCC is governed by a Steering Committee (SC). A core staff reports to the SC and implements both the SC strategic plan and the day-to-day operations of the LCC. The SC establishes and supervises standing Subcommittees and other ad hoc groups as necessary to help execute its responsibilities. Standing committees include a Tribal / First Nations Committee, and the following sub committees: Science/Traditional Ecological Knowledge (TEK), Communications/Outreach, and Partnership Liaison -- which are loosely defined, flexible, responsive and diverse in representation of perspectives.

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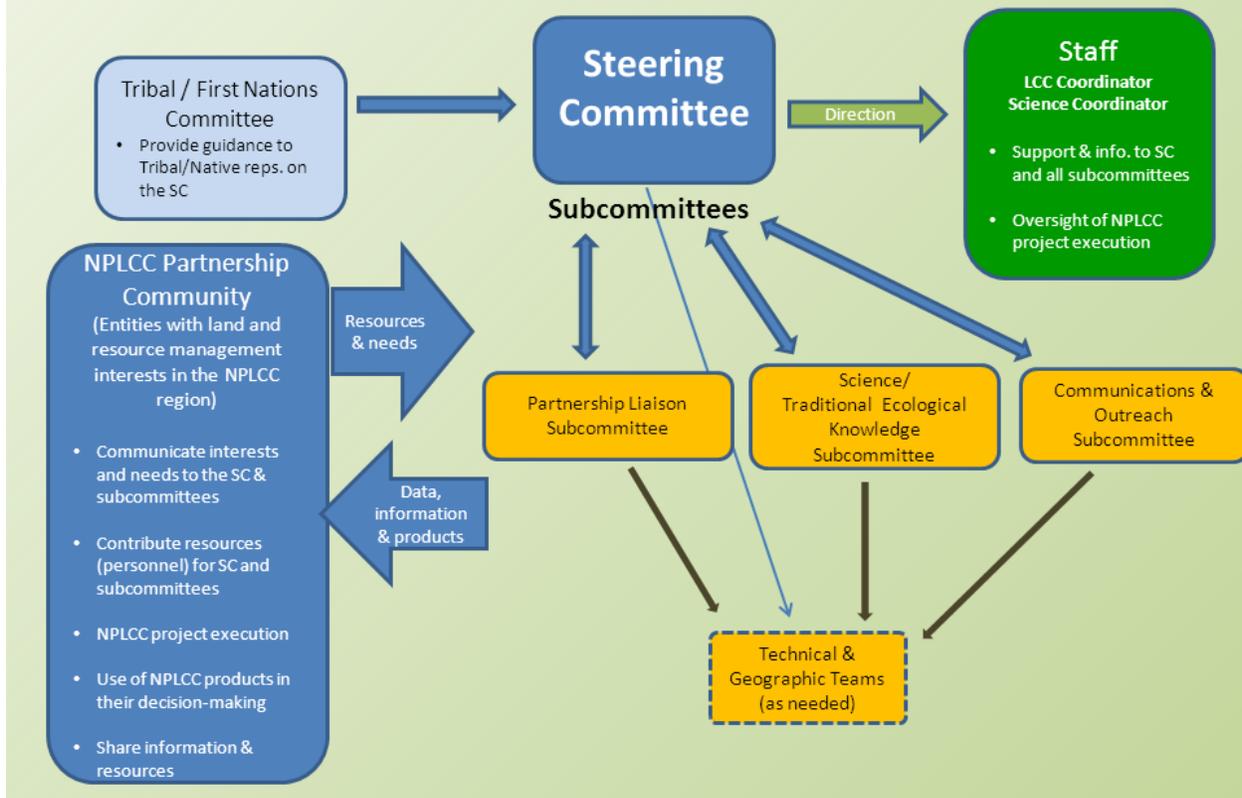


Figure 1. NPLCC Organizational Structure

Steering Committee

The Steering Committee consists of senior-leadership of federal, state, provincial, tribal and partnership organizations that work on landscape-level natural and cultural resources issues.

The roles of the Steering Committee are to:

- Set vision, goals and priorities for the LCC
- Review and revise the charter as necessary
- Provide direction to the LCC core staff and subcommittees
- Formulate, approve and report out on 10-year strategic plan and annual implementation plans, including priority setting processes. Periodically review performance and plan.
- Disseminate information about LCC programs, initiatives and projects
- Create and provide guidance to subcommittees; receive recommendations, and approve relevant subcommittee products
- Review and approve selection of projects to be supported by the LCC
- Provide input to supervisory organization regarding hiring and performance of NPLCC staff

Steering Committee Members (Note: When formal decision-making is needed, Steering Committee members will have 1 voice per entity (e.g., agency, state, province, tribe, etc.)

- Bureau of Land Management (Anchorage, Portland)
- Bureau of Indian Affairs
- National Park Service (AK, Seattle)
- Natl. Oceanic & Atmospheric Admin., (Regional Climate Service, NOAA Fisheries)
- US Fish and Wildlife Service (Regions 1, 7 and 8)
- US Forest Service (Region 6, Region 10, and PNW Research Station)
- US Geological Survey (AK, and NW areas)
- USDA Natural Res. Cons. Service (West Region NTSC, Natl. Water/Climate Center)
- Environmental Protection Agency (Region 10)
- Canadian Wildlife Service, (Pacific/Yukon Region)
- Other Canadian Feds. (Dept. of Fisheries and Oceans, Strategic initiatives partnership)
- Alaskan area tribal representative
- British Columbian First Nations representative
- Washington area tribal representative
- Oregon area tribal representative
- California area tribal representative
- Province of British Columbia
- Alaska – Governor’s Office or Agency
- Washington – Governor’s Office or Agency
- Oregon – Governor’s Office or Agency
- California – Governor’s Office or Agency
- Pacific Coast Joint Venture
- Non-decisional participation invited
 - Regional Climate Science Centers (AK, NW, SW);
 - NOAA RISAs (Alaska Center for Climate Assessment and Policy, Climate Impacts Research Consortium, California-Nevada Applications Program)
 - Canadian climate centers (Pacific Institute for Climate Solutions and Pacific Climate Impacts Consortium)

Some of the 22 organizations/entities represented on the SC have more than one individual on the Committee, as indicated above, to account for the broad geographic scope of the NPLCC. However, each organization has one voice/vote when decision-making is required by the SC.

All representatives are encouraged to designate an alternate representative to serve on the SC, if the primary representative is unable to participate. Committee members will be responsible for ensuring that alternates are fully prepared to participate. Steering Committee Membership shall be maintained and recorded in meeting summaries and notes by the NPLCC Coordinator or administrative designee of the NPLCC Coordinator.

The Steering Committee will review its membership annually to ensure that it maintains an effective mix of natural and cultural resource partners, and reserves the privilege of adding members as needed.

Operating Procedures for the Steering Committee

1. Quorum - The presence of at least 60% of the organizations/entities represented on the Steering Committee shall constitute a quorum for the purposes of meeting and conducting LCC business. Once a quorum has been established, no departure of a member or members shall defeat the quorum, and the membership may conduct business.
2. Leadership – Co-chairs of the Steering Committee will be selected by the Steering Committee and will serve a non-overlapping 2 year terms. Goal is to have one Canadian and one US chair.
3. Decision-Making - Decisions will be made through consensus. For purposes of NPLCC business, “consensus” means votes of affirmation or agreement not to oppose the decision by Committee members present at the time of the decision. For issues directly affecting the programs or authorities of one or more entities not present at the time of the decision, agreement from each such entity will be obtained prior to the proposal being placed into effect. While most decisions occur during Steering Committee meetings, decisions may also be made via teleconference, web conference, or other forms of electronic communication, provided a quorum is present.

After six months (in June 2012) the Steering Committee will review its decision-making process relative to the LCC’s achievement of its goals and implementation of its annual work plan. After this review, the Steering Committee will determine whether to continue with a strictly consensus-based decision-making process or replace it with another model.

4. Meeting frequency/location – The Steering Committee will strive to meet at least two times a year, in person; and an additional two-four times a year, remotely (e.g., video conf., conf calls, webinars). For in-person meetings, the Steering Committee will strive to rotate meetings between AK, BC, WA, OR, & CA. Strive to implement NPLCC using tools and opportunities that minimize our negative impact on the environment.

Tribal / First Nations

The role of the Tribal/First Nations Committee is to advise the five Tribal/First Nations representatives on the Steering Committee. They will meet separate from the Steering Committee or Subcommittee meetings, and may be assisted, as requested, by other Steering Committee members and NPLCC staff.

Subcommittees

The NPLCC includes the following standing Subcommittees: Science/Traditional Ecological Knowledge (Science/TEK) Subcommittee, Communications/Outreach Subcommittee, and Partner Liaison Subcommittee. Subcommittees will receive input from the Partnership Community and public, as necessary. They will carry out work as assigned by, and make recommendations to, the Steering Committee. The Steering Committee will designate Subcommittee chairs and co-chairs. At least one Steering Committee member will participate on each Subcommittee. Organization/Entity representation on the Steering Committee is not a prerequisite for participation on Subcommittees.

The Steering Committee may establish additional subcommittees and ad hoc technical or geographic teams as needed.

Science and TEK Subcommittee:

The Science and Traditional Ecological Knowledge Subcommittee (Science/TEK) is charged with:

- Developing and recommending a 5-year NPLCC science strategy for consideration by the Steering Committee
- Developing and recommending a ranking of science needs
- Reviewing and recommending projects for LCC support
- Science quality assurance (e.g., peer review of LCC-supported projects)

The subcommittee membership may include university, government and nongovernmental scientists, researchers, and specialized science and technical expertise, including traditional knowledge experts and elders from the geographic area of the NPLCC, to the degree they find it appropriate to share that TEK. Individuals on the Subcommittee participate, as permitted through their respective organizations, in various specialized science panels or working groups to carry out the work of the subcommittee. The subcommittee will work closely with the LCC staff to coordinate appropriate expertise within this Subcommittee to meet specific shared information needs of the LCC partners.

Communications/Outreach Subcommittee:

The Communications/Outreach Subcommittee is charged with developing and implementing (along with the NPLCC Core Staff) approaches for communicating the work of the NPLCC to the broader stakeholder community. They will develop outreach and implementation plans for consideration by the SC, and will implement those strategies that are approved by the SC. Topics may include the management of the NPLCC website, other ways to better share information among partners, and means for promoting awareness and understanding by resource managers, resource users, and the public of the NPLCC and of the effects of climate change on ecosystems, resources, cultures, and economies.

Partnership Liaison Subcommittee:

The Partnership Liaison Subcommittee will consist of an array of the interested partners, agencies and organizations that are working on conservation and sustainable resource

management on a large scale within the NPLCC area. Its membership will be based on the candidate organization's ability to commit to, or demonstrate, the following characteristics:

- Share the purpose and/or mission of the NPLCC.
- Actively participate and/or commit by contributing resources and/or collaborative staff.
- Act as a champion for the NPLCC by furthering its cause, sharing its accomplishments and seeking new opportunities.
- Represent an agency or organization that works at a landscape-scale within the NPLCC

Responsibilities: This Subcommittee has a dual role of interacting with the broader NPLCC Community to bring partner organization's priorities to the NPLCC Steering Committee for consideration and also encouraging the appropriate use of the products and tools developed by the NPLCC. The Subcommittee will:

- Support the development and progress of the other LCC Subcommittees through staff and resources.
- Promote cooperation, coordination, consolidation of information, and collaboration among partner organizations to support the purpose, goals, and priorities of the NPLCC.
- Identify funding opportunities and other available resources (e.g., staff, in-kind services) to support priority projects and activities.

Membership Selection and Participation: During the first years of the NPLCC the functions of the Liaison Subcommittee and its member's roles and responsibilities will evolve. The Steering Committee co-Chairs will approve membership on this Subcommittee, based upon recommendations from the LCC Core Staff or other members of the Steering Committee. The structure and membership of this group will be reviewed as needed by the Steering Committee to ensure the organization is effective in meeting the needs of the NPLCC and the Steering Committee.

Technical/Geographic Teams:

Subcommittees (and at times the Steering Committee) may periodically be served by ad hoc technical teams addressing specific issues. These teams will be smaller groups of technical experts, convened to provide direct technical support to a Subcommittee or the Steering Committee. Geographic teams may be formed for more focused regional discussions. These teams will not have a Chair, however each team will identify one "lead" member whose responsibilities will be to track and report the progress of the team in completing their assignments from the Steering Committee and/or Subcommittee.

NPLCC Core Staff

The LCC Core Staff (Core Staff) shall be comprised of the LCC Coordinator and Science Coordinator as the minimum staffing level. Additional staffing can evolve in response to the needs of the Steering Committee, and positions can reside within any organizational entity represented on the Steering Committee. Hiring authority resides with the entity funding the position; however, the Steering Committee should be involved in the selection and work oversight of Core Staff.

Core Staff will:

- Support all constituent parts of the LCC.
- Help convene meetings with the subcommittees and the general public, at the direction of the Steering Committee.
- Organize opportunities for input from the sub-committees on LCC processes and products, and shall organize workgroup or teams to address specific topics identified by the Steering Committee.
- Provide relevant information to the Steering Committee and seek to fulfill information requests made by the Steering Committee and its members.
- Facilitate communication between scientists and resource managers and provide a forum for continuous exchange.
- Coordinate with, communicate activities to, and seek opportunities to leverage funding with other partnerships and neighboring LCCs.

The **LCC Coordinator** serves as the leader, manager, and supervisor of NPLCC support office. This includes, but is not limited to: direct supervision of LCC staff hired within the LCC Coordinator's agency; coordinate with supervisors of LCC staff within other agencies; development, administration, and oversight of program budgets and funding; maintenance of administrative and fiscal records; documentation and conveyance of NP LCC activities and accomplishments; coordination with LCC member entities and other interested parties. The Coordinator assists the Steering Committee in preparing for, and conducting, their meetings. The Coordinator assists in development of methods to communicate with, and receive input from, NPLCC Subcommittees and the general public. The Coordinator seeks external funding opportunities and other available resources that could support NPLCC activities and projects. Finally, the Coordinator shall assist with facilitation of Steering Committee meetings.

The LCC Coordinator also serves as a member of the LCC National Network team to represent the interests of the NPLCC Steering Committee in the national forum. The Coordinator will share information on potential Network needs or direction with the NPLCC Steering Committee.

The **Science Coordinator** works with the Steering Committee and others to identify and address science needs relative to the NPLCC. The Science Coordinator serves as the leader, manager and coordinator for NPLCC scientific issues, activities, and programs. These duties include, but are not limited to: designing science strategies and implementation approaches for Steering Committee consideration; coordination, review, technical support, and administration of projects implemented largely with NPLCC funds; managing and integrating scientific data; facilitating information exchange and feedback among scientists within and outside the NPLCC; presenting scientific results and recommendations at regulatory and professional meetings; and conducting public outreach and communications relative to science and technology issues and accomplishments. The Science Coordinator serves as the main scientific advisor to the Steering Committee.

The LCC Science Coordinator also represents the NPLCC on national LCC science coordinator teams and at national LCC meetings on science topics and processes. The Science Coordinator will share information gathered from other LCCs which may be useful to the NPLCC and will keep the Steering Committee apprised of national initiatives that affect science within LCCs.

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